



BOARD OF SUPERVISORS MEETING
MONDAY, MAY 18, 2020
6:00 PM

[Susan M. Adams](#), County Administrator

153A Morton Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order
Handicap Accessibility Statement
Pledge of Allegiance
Invocation - Mr. Hipps
Setting of Agenda

BUDGET WORK SESSION - 6:00 PM

Review the "proposed" changes to the FY 21 Budget.

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

1. [20-1582](#) **Mr. Les Fleet, Commonwealth Attorney**
Mr. Les Fleet, Commonwealth Attorney has requested to appear before the Board to discuss an appropriation of funds.
Department: Board of Supervisors, Administration
2. [20-1583](#) **Mr. Jonathan Garrett, Fire Chief - Appomattox Volunteer Fire Department**
Mr. Jonathan Garrett, Fire Chief of the Appomattox Volunteer Fire Department has requested to appear before the Board to discuss County funding for a new fire truck.
Department: Board of Supervisors, Administration

ACTION ITEMS

3. [20-1587](#) **Remote Participation Emergency Ordinance**
After being duly advertised, attached for your consideration and intent to enact is the Ordinance to permit public bodies of the County to assemble electronically, to modify public meeting and public hearing practices and procedures, to effectuate temporary changes in certain deadlines, and to address continuity of operations associated with the pandemic disaster.
Staff Recommendation: Adopt the ordinance to permit public bodies of the County to assemble remotely, modify public meeting and public hearing practices and procedures, to effectuate temporary changes in certain deadlines, and to address continuity of operations associated with the pandemic disaster.

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- Department: Board of Supervisors, Administration
Documents: [Remote Participation Ordinance.pdf](#)
4. [20-1588](#) **Ordinance to Defer Interest & Penalties for Nonpayment of Taxes**
After being duly advertised, attached for your consideration and intent to enact is an Ordinance to defer interest and penalties for nonpayment of taxes due to the COVID-19 crisis. Taxes due on June 5, 2020 may be paid at any time on or before August 5, 2020 with no penalty and interest due. This is a one-time adjustment and shall have no effect on future tax dates.
Staff Recommendation: Adopt Ordinance to defer interest and penalties for nonpayment of taxes due to the COVID-19 crisis.
- Department: Board of Supervisors, Administration
Documents: [Intent to Defer Interest & Penalties Ordinance.pdf](#)
5. [20-1577](#) **Resolution for Personal Property Tax Relief Program**
In accordance with the requirements set forth in the Code of Virginia for the Personal Property Tax Relief Program, qualifying vehicles situated within the County commencing January 1, 2012 shall receive personal property tax relief. The 2020 PPTR rate is 29.20% for personal use vehicles valued at \$1,001 to \$20,000.
Staff Recommendation: Adopt the 2020 Personal Property Tax Relief Program Resolution per recommendation of the Commissioner of the Revenue.
- Department: Board of Supervisors, Administration
Documents: [Personal Property Tax Relief Resolution.pdf](#)
6. [20-1592](#) **Correspondence to Governor Northam**
At the April Board meeting, staff was authorized to prepare a Resolution in support of the re-opening of local businesses. Attached for your review are copies of a "draft" resolution, prepared by staff and the County Attorney, and a copy of the Letter of Support from Roanoke County. Mr. Hinkle forwarded the letter suggesting the Board's consideration of sending a letter of support to the Governor in lieu of the Resolution.
STAFF RECOMMENDATION: Discuss and consider communications to the Governor expressing the Board's support for the local business community.
- Department: Board of Supervisors, Administration
Documents: [Correspondence to Governor Northam - Resolution.pdf](#)
7. [20-1576](#) **Commonwealth's Attorney New Phone Plan**
Attached for your review is a line item transfer request to pay for the 5 cell phone lines for the Commonwealth Attorney's office staff. This item was pulled from the Consent Agenda for the following reason: At the January 21, 2020
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Board meeting, Mr. Fleet submitted a request to the Board to fund 5 new phone plans for his office. The Board voted to approve funding for 3 phone line plans and authorized the Purchasing Agent to assist Mr. Fleet with the purchase. Mr. Fleet discussed the public safety plan with the Sheriff and collaborated on the purchase of 5 new phone lines under the Sheriff's Department plan, effective February 25, 2020.

STAFF RECOMMENDATION: Since the additional 2 new phones lines are not authorized by the Board for payment, staff is requesting the Board's consideration to authorize payment for the 5 new phone lines in the amount of \$547.74 for phones services rendered 2/25 - 5/13.

Department: Board of Supervisors, Administration
Documents: [Commonwealth Attorney Request & Invoices.pdf](#)

8. [20-1589](#)

Commissioner of the Revenue Refund Request

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be reimbursed in the amount of **\$1,083.55** from line item **1209-5803**.

1) Refund Toyota Motor Credit Corp. **\$1,083.55** for 2019 Personal Property taxes. Lease was terminated on vehicle before 1/1/2019.

Department: Board of Supervisors, Administration
Documents: [Commissioner of the Revenue Refund Request.pdf](#)

9. [20-1595](#)

FY 21 Budget Public Hearing

Set the Public Hearing to received public comment on the FY 21 "Proposed" budget for Monday, June 15, 2020 at 7:00 pm.

Department: Board of Supervisors, Administration

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

10. [20-1569](#)

Invoices Submitted For Payment

Please review the attached invoices and approve for payment:

May 7, 2020	\$23,326.47
May 15, 2020 - CSA	\$192,012.13
May 18, 2020	\$167,027.40
TOTAL:	\$382,366.00

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration

Documents: [Invoices Submitted For Payment.pdf](#)

11. [20-1570](#)

Minutes

Please review the following DRAFT minutes for approval:

March 16, 2020 Board of Supervisors Meeting

April 20, 2020 Board of Supervisors Meeting

Department: Board of Supervisors, Administration

Documents: [March 16, 2020 BOS Meeting Minutes.pdf](#), [April 20, 2020 BOS Meeting Minutes.pdf](#)

12. [20-1594](#)

Commonwealth's Attorney

The Commonwealth's Attorney office submitted a request to Compensation Board to move vacancy savings funds to Office Supplies and Equipment line items. The Compensation Board approved the request for the following:

Please transfer \$2,724.24 from 2201-1001 Salaries to 2201-7001 Equipment and \$2,000.26 from 2201-1001 Salaries to 2201-5401 Office Supplies.

Department: Board of Supervisors, Administration

13. [20-1572](#)

Parks & Recreation

Please supplement by consent and appropriate the following:

7102-5803	Refunds	\$125.00
7102-3004	Repairs/Maintenance	\$1,525.00
	TOTAL:	\$1,650.00

RE: Community Center rental for May 9, 2020 cancelled due to pandemic (\$125.00); Restitution for damages to the Community Park baseball complex and fences (\$1,525.00)

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [20-1573](#)

J. Robert Jamerson Memorial Library

Please supplement by consent and appropriate the following:

7301-5411	Books	\$3.00
7301-5401	Office Supplies	\$12.00
	TOTAL:	\$15.00

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

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15. [20-1574](#) **Board of Supervisors**
Please transfer by consent **\$237.80** from the Homicide Support Group Fund and supplement to 1101-5804 Operating Reserve.
1101-5804 Operating Reserve **\$237.80**
Staff Recommendation: Transfer the requested funds from the Homicide Support Group Fund and supplement to 1101-5804.
Department: Board of Supervisors, Administration
16. [20-1575](#) **Comprehensive Services (CSA)**
Please supplement by consent and appropriate the following:
5310-3001 Professional Services **\$16,057.75**
RE: Reimbursement from Appomattox Dept. of Social Services for IV-E services.
Staff Recommendation: No new local funds are required.
Department: Board of Supervisors, Administration
17. [20-1579](#) **Department of Social Services**
Please supplement by consent and appropriate the following:
5301-2002 VRS \$11,538.77
5301-2006 Group Life \$881.70
5301-2002 ICMA-RC \$1,261.70
TOTAL: \$13,682.17
RE: Reimbursement for April, 2020 payroll deductions.
Staff Recommendation: No new local funds are required.
Department: Board of Supervisors, Administration
18. [20-1580](#) **Public Utilities - Waterline**
Please supplement by consent and appropriate the following:
082-018000-5898 Water Wholesale \$31,285.60
082-018000-5101 Electrical Services \$1,589.14
082-018000-5203 Telecommunications \$190.77
TOTAL: \$33,065.51
RE: Reimbursement from Town of Appomattox for January (\$10,569.10), February 2020 (\$9,745.50), March 2020 (\$10,971.00) Campbell County Utilities and Service Authority water contract, electrical services and telecommunications.
Staff Recommendation: No new local funds are required.
Department: Board of Supervisors, Administration
19. [20-1593](#) **General Properties**
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Please transfer by consent **\$3,575.00** from the Courthouse Maintenance Fund and supplement to the following:

4302-3004 Repairs/Maintenance **\$3,575.00**

RE: Installation of tempered glass in the Circuit Court Clerk's Office.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

20. [20-1581](#)

Sheriff's Department

Please supplement by consent \$239.88 and transfer by consent \$2,415.00 from the CH Maintenance Fund and appropriate the following:

3102-1002 Overtime \$239.88

3102-3004 Repairs/Maintenance \$2,415.00

RE: Reimbursement from the Appomattox County School Board for security performed by a deputy (\$239.88); Video intercom for entrance door to Courthouse, funds to be transferred from the Courthouse Maintenance Fund (\$2,415.00).

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

21. [20-1590](#)

Commissioner of the Revenue

Please supplement by consent and appropriate the following:

1209-5803 Refunds **\$1,083.55**

RE: Personal Property tax refund to Toyota Motor Company

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

22. [20-1586](#)

Virginia Loggers Association, Inc. (VLA)

Attached for your review is a letter from Mr. Ron Jenkins, Executive Director of the Virginia Loggers Association. The VLA has received unanimous support from the Virginia Farm Bureau and VACO and the 2020 General Assembly in both the House of Delegates and Senate and Governor Northam's approval to give local jurisdictions the option to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural equipment. The new law becomes effective on July 1, 2020.

Mr. Lacheney is prepared to discuss this item with the Board.

Department: Board of Supervisors, Administration

Documents: [Virginia Loggers Association.pdf](#)

23. [20-1591](#)

Fee Increase for CH Security Fund

New legislation, effective July 1, 2020, allows the local governing body to increase the fee from \$10 to \$20 to be assessed against a convicted defendant as part of the costs in a criminal or traffic case in district or circuit court to fund courthouse and courtroom security.

STAFF RECOMMENDATION: The County Attorney is prepared to address the new legislation with the Board. Please consider adoption of the attached resolution and authorized staff to advertise.

Department: Board of Supervisors, Administration
Documents: [Fee Increase for CH Security Fund.pdf](#)

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

24. [20-1585](#) **Piedmont Court Services**
Attached for your review is a letter from Ms. Renee Maxey, Director of Piedmont Court Services to announce her retirement as Director effective July 31, 2020.

Department: Board of Supervisors, Administration
Documents: [Piedmont Court Services.pdf](#)

25. [20-1578](#) **School - April, 2020 Financial Report**
Attached for your review is the April, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Department: Board of Supervisors, Administration
Documents: [School April 2020 Month-end Financial Report.pdf](#)

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

UPCOMING MEETINGS

Monday, June 15, 2020 @ 6:30 PM

Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

Monday, June 15, 2020 @ 7:00 PM

Public Hearing "Proposed" FY21 Budget
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

Thursday, June 25, 2020 @ 6:30 PM

Special Called Meeting to Approve FY21 Budget

Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA

ADJOURNMENT